

OFFICE OF THE PRINCIPAL, S.C.S. (AUTONOMOUS) COLLEGE, PURI

No. 1053 /Exc. Dt.16.10.2025

FORM FILL UP NOTICE (ACADEMIC SESSION-2025-26)

This is for the information for all the students of **1st Year, 2nd Year & 3rd Year UG (ARTS/SC/COM,BA.BEd/B.Sc.BEd/BBA)**, **1st Year, 2nd Year PG (MA/M.Sc/MCom/MBA/MFC)** **4th Year BA.BEd/BSc.BEd**. that they have to deposit the form fill-up fees for their respective End Term Examinations, **online** by following the steps mentioned below, as per the schedule, otherwise they will not be allowed to appear at the examination.

SCHEDULE OF FORM FILL UP (Online fees deposit)

- Without fine Dt.16.10.2025 to 29.10.2025
- With fine of Rs.100/- Dt.30.10.2025 to 04.11.2025
- With fine of Rs.500/- Dt.05.11.2025 to 10.11.2025
- After Dt.10.11.2025 form fill up will not be allowed.

SL #	SUBJECTS	SEMESTER	AMOUNT
4th Year (Admission Batch-2022)			
1	4 Years Integrated (BA.BEd/BSc.BEd)	VII & VIII	1100 Per Semester+150 Per Practical Paper +200 certificate fees.
3rd Year (Admission Batch-2023)			
1	UG (Arts/Sc./Com.)	V & VI	1400 Per Semester+150 Per Practical Paper +200 certificate fees
2	4 Years Integrated (BA.BEd/BSc.BEd)	V & VI	1600 Per Semester+150 Per Practical Paper
3	BBA	V & VI	1500 Per Semester+150 Per Practical Paper +200 certificate fees
2nd Year (Admission Batch-2024)			
1	UG (Arts/Sc./Com.)	III & IV	1300 Per Semester+150 Per Practical Paper
2	PG (MA/M.Sc./M. Com)	III & IV	1200 Per Semester+200 Per Practical Paper +200 certificate fees.
3	4 Years Integrated (BA.BEd/BSc.BEd)	III & IV	1500 Per Semester+150 Per Practical Paper
4	BBA	III & IV	1500 Per Semester+150 Per Practical Paper
5	MBA	III & IV	1800 Per Semester+200 Per Practical Paper +200 certificate fees
6	MFC	III & IV	1800 Per Semester+200 Per Practical Paper +200 certificate fees
1st Year (Admission Batch-2025)			
1	UG (Arts/Sc./Com.)	I & II	1200 Per Semester+150 Per Practical Paper
2	PG (MA/M.Sc./M. Com)	I & II	1100 Per Semester+200 Per Practical Paper
3	4 Years Integrated (BA.BEd/BSc.BEd)	I & II	1500 Per Semester+150 Per Practical Paper
4	BBA	I & II	1500 Per Semester+150 Per Practical Paper
5	MBA	I & II	1800 Per Semester+200 Per Practical Paper
6	MFC	I & II	1800 Per Semester+200 Per Practical Paper

P.T.O.

EXEMPTION OF FORM FILL UP FEES

1. As per Govt order No. **1829/HE Dt.19.01.2018** and No. **44034/HE, Dt. 19.10.2022**, the students of UG Arts (Odia Honours) are exempted from payment of Form fill up fees.
2. As per Govt. Order No. **33498/HE, Dt.06.08.2022** students covered on Green Passage Scheme are also exempted from payment of Form fill up fees subject to submission of green passage scheme certificate from the appropriate authority in the Accounts Section.
3. As per Govt order No. **5023/HE Dt.05.02.2024** the students of belonging to PwD (Persons with Disabilities) are exempted from payment of Form fill up fees.

However, the exempted category students are required to report in the Examination Section during the scheduled dates for preparation of MNR for the end term examination for the session 2025-26.

Steps to Pay form fillup fees online

- Visit the college website <http://scscollege.nic.in/>
- Click in **PAYMENT GATEWAY** (you will be directed to payment gateway)
- Or click on the link:
<https://onlinesbi.sbi.bank.in/sbicollect/icollecthome.htm?corpID=5934820>
- Enter the Examination Roll Number first.
- Fill the particulars asked (Individual/Name/Mobile Number/Email address/DOB/Captcha Code etc.)
- Pay through any available mode.
- Take a print out of payment receipt or take a screenshot keep it for future reference. No need to deposit it in Examination section or Department.

By order of the Principal


Controller of Examinations
S.C.S. (A) College, Puri

Memo No. 1054 /Exc. Dt:16.10.2025

Copy to All Notice Boards/ All HOD/All Hostels/Co-ordinator, BBA/MBA/Co-ordinator, B.Ed. / Co-ordinator, CSC /All Hostel Supdt. /Accounts Section/D. A, Exam Section/ Collection Counter/Head Clerk/Guard File for information and necessary action.


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Copy to the District Informatics officer, NIC, Puri with a request to upload this notice in our college website: www.scscollege.nic.in for greater interest of the students.


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